

DRAFT

MINUTES REGULAR MEETING July 1, 2025

A Regular Meeting was held by the Schertz City Council of the City of Schertz, Texas, on July 1, 2025, at 6:00 p.m. in the Hal Baldwin Municipal Complex Council Chambers, 1400 Schertz Parkway, Building #4, Schertz, Texas. The following members present to-wit:

Present: Mayor Ralph Gutierrez; Mayor Pro Tem Allison Heyward; Councilmember Mark Davis; Councilmember Michelle Watson; Councilmember Paul Macaluso; Councilmember Ben Guerrero; Councilmember Robert Westbrook; Councilmember Tim Brown

Staff present: City Attorney Daniel Santee; Deputy City Manager Brian James; Assistant City Manager Sarah Gonzalez; Deputy City Secretary Sheree Courney

Call to Order

Mayor Gutierrez called the meeting to order at 6:00 p.m.

Opening Prayer and Pledges of Allegiance to the Flags of the United States and State of Texas. (Councilmember Brown)

Councilmember Tim Brown provided the opening prayer and led the Pledges of Allegiance to the Flags of the United States and State of Texas.

Employee Introductions

- EMS: Division Chief Brandon Hill introduced new part-time Paramedics: Hesham "Sam" Abielmona; Samantha Blackwell; Christopher Fierro; Sebastian Gonzalez-Lores; Blaine Leachman; and Michael McInnis.
- Parks & Recreation: Civic Center Manager Athena Nolen introduced new Civic Center Coordinator Johnny Ruiz.
- Police: Assistant Chief Phillip Waller introduced new Police Cadets Dash Harris and AJ Demendonca.
- Police: Communications Manager Nichole Kuhlmann introduced new Public Safety Communications Officer Marcial Johnson.
- Utility Billing: Senior Utility Billing Specialist Tommy Perez introduced new Utility Billing Specialist Maranda Chavez.

Presentations

Presentation on the 2025 July 4th Jubilee (S.Gonzalez/L.Shrum/C.Paddock)
Recreation Manager Cassie Paddock presented an overview of the 2025 July 4th Jubilee.

- Project Flagline: started at 7:30 a.m. on Monday, June 30th. Volunteers consisting of eleven teams put flags along Schertz Parkway. Takedown will be Monday, July 7th, at 7:00 a.m.
- Marketing: Billboard on IH-35 (May 19–July 7); Media advisories (June 18 & 30); Website; Social Media; Schertz Magazine; E-mail blasts; Letters to all businesses and residents in Aviation Heights with parade route.
- 4th of July events: Freedom 5K starts at 9:15 a.m.; Parade starts at 9:30 a.m. at Elbel Road; Carnival opens at 11:00 a.m.; Jubilee at Pickrell Park will start at 6:00 p.m. end with Fireworks display at 9:15 p.m.

TAMIO-Awards

Interim Public Affairs Director Devan Christensen and Marketing and Communications Specialist Tatum Hearn attended the Texas Association of Municipal Information Officers (TAMIO) conference where they received the 'Award of Excellence (2nd Place)' for Internal Communications for their City Orientation Video, a collaborative effort between HR and Public Affairs. The video is now a core component of employee orientation and will be refreshed every few years to stay current with city programs and personnel.

City Events and Announcements

● **Announcements of upcoming City Events (B.James/S.Gonzalez)**

Assistant City Manager Sarah Gonzalez announced upcoming city events.

● **Announcements and recognitions by the City Manager (S.Williams)**

Deputy City Manager Brian James announced staff promotions for the following:

Joni Johnson from Library Assistant to Library Technician

Dash Harris from Police Cadet to Police Officer

Matthew Muro from Registered HVAC Tech to Certified HVAC Tech

● **Announcements and recognitions by the Mayor (R.Gutierrez)**

Mayor Gutierrez thanked staff and volunteers who participated in Project Flagline. He stated 6,000 flags along 6 miles of Schertz Parkway are a strong display of patriotism. Mayor Gutierrez also announced a Council Workshop scheduled for July 15, 2025, at 5:00 p.m. concerning Council's budget.

Hearing of Residents

This time is set aside for any person who wishes to address the City Council. Each person should fill out the speaker's register prior to the meeting. Presentations should be limited to no more than 3 minutes.

All remarks shall be addressed to the Council as a body, and not to any individual member thereof. Any person making personal, impertinent, or slanderous remarks while addressing the Council may be requested to leave the meeting.

All handouts and/or USB devices must be submitted to the City Secretary no later than noon on the Monday preceding the meeting. Handouts will be provided to each Councilmember prior to the start of the meeting by the City Secretary. All USB devices will be vetted by City IT staff to ensure City property is protected from malware.

Mayor Pro Tem Heyward recognized the following residents:

Rebecca Robles, 513 Pecan Drive, stated that moving to Frontier Waste is good. Having a mechanical system for those who do this work will reduce on-the-job injuries. However, as a healthcare professional, nurse practitioner, she stated that taking out the trash is dangerous. Claims are put in daily for injuries related to strains, back sprains, shoulder injuries, hernias, etc. She went on to provide concerns related to the risks of moving the 96-gallon trash bins. Ms. Robles stated that the cans are 4' tall and weigh 49 lbs empty. Even with wheels, they are not ergonomically sound, which creates the risk of injury and increased healthcare costs. She urged Council to consider getting smaller trash bins as an option.

Dana Giggy, 3825 Overlook, stated she lives in a 55+ community and that she and many of her neighbors have made the decision not to recycle because the bins are too large. In the 6 years she has lived in Schertz, she has never had a trash can. She doesn't generate that much garbage. She was able to take her small trash bag to the curb. She would like options. One of her neighbors was hospitalized for two weeks following an incident with the trash bin.

Michele Tereletsky, 705 Marilyn Drive, requested code enforcement to come out and assess the ditch behind her home and write a violation for the owner. She stated that the grass is longer than her easement. She is concerned with mosquitoes, weeds, snakes, possums, and raccoons.

Mark Tudyk, 18940 Old Wiederstein Rd, spoke in opposition to Ordinance 25-S-027. He stated that this property has been the subject of proposed re-zoning twice before and the reasons to deny this application are the same. The infrastructure is not there. Surrounding residents have no support or interest in this project. No assurance that the type of housing proposed will be what is developed.

Consent Agenda Items

The Consent Agenda is considered self-explanatory and will be enacted by the Council with one motion. There will be no separate discussion of these items unless they are removed from the Consent Agenda upon the request of the Mayor or a Councilmember.

- 1. Minutes** – Approval of the minutes from the City Council Meeting on June 17, 2025 (S.Edmondson/S.Courney)

2. **Appointments, Re-appointments, and Resignations** - City of Schertz Boards, Commissions and Committees

Resignations

Parks and Recreation - Sharon Denson

3. **Resolution 25-R-072** - Accepting semi-annual reports on the progress of the Capital Recovery Capital Improvements Plan during the second half of fiscal year 2023-2024 and the first half of fiscal year 2024-2025 (B.James/K.Woodlee)
4. **Resolution 25-R-084** - Authorizing a commercial lease agreement for the Kramer House with The CHAMBER (Schertz-Cibolo-Selma Area) (S.Williams/S.Gonzalez)

Mayor Gutierrez asked if any items needed to be removed for separate action.

No items were removed.

Mayor Gutierrez asked for a motion to approve Consent Agenda Items #1 - #4.

Moved by Councilmember Tim Brown, seconded by Councilmember Michelle Watson

AYE: Mayor Pro Tem Allison Heyward, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Paul Macaluso, Councilmember Ben Guerrero, Councilmember Robert Westbrook, Councilmember Tim Brown

Passed

Discussion and Action Items

5. **Resolution 25-R-080** - Authorizing an application to FEMA for the Staffing Adequate Fire and Emergency Response (SAFER) Grant Program (S.Williams/G.Rodgers)

Mayor Gutierrez recognized Fire Chief Greg Rodgers who introduced Resolution 25-R-080. The SAFER grant program is administered by FEMA and falls under the Department of Homeland Security. It is designed to provide funding directly to Fire Departments to meet staffing, response and operational standards established by the National Fire Protection Association. Excellent for cities like Schertz that are growing quickly. It helps lessen the initial fiscal impact. It's a 3-year program with shared costs. In years 1 and 2, the grant funding covers 75% of costs and the city picks up 25%. In year 3, the grant covers 65% of the costs, and the city picks up the remaining 35%. The grant would pay a total of \$1.2 million toward the overall costs. This resolution authorizes the City Manager to sign the grant application.

Councilmember Westbrook asked how the positions were determined. Chief Rodgers responded that when we open a fire station we staff them with four

personnel per apparatus across three shifts. So, we need 12 total. Six have been hired; this funding would help secure the other six. Councilmember Westbrook then asked Deputy City Manager Brian James if the salaries would be absorbed by the General Fund after the third year. Mr. James responded that it was correct, and then provided that the city would hire the personnel anyway, so the grant would save the city funding.

Councilmember Guerrero asked why the funding match percentage was lower in the third year. Chief Rodgers stated that the percentages are determined by FEMA and non-negotiable.

Mayor Gutierrez stated this is a great opportunity to help with the budget of bringing fire station 4 online. He then asked for a motion to approve Resolution 25-R-080.

Moved by Councilmember Michelle Watson, seconded by Councilmember Tim Brown

AYE: Mayor Pro Tem Allison Heyward, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Paul Macaluso, Councilmember Ben Guerrero, Councilmember Robert Westbrook, Councilmember Tim Brown

Passed

6. Resolution 25-R-070 - Approving the Guadalupe Appraisal District Real Estate Acquisition and Renovation of 216 E College Street, Seguin, TX (Mayor/S.Williams)

Mayor Gutierrez recognized Mr. Peter Snaddon who introduced Resolution 25-R-070. Mr. Sanddon explained the inadequacies and challenges present at the current Guadalupe Appraisal District (GAD) location and the advantages of acquiring the new property. He further stated that the GAD must obtain approval of 3/4 of its governing body via resolution to acquire and renovate the property located at 216 E College Street, Seguin. Mr. Snaddon shared the 20-year Strategic Plan adopted by the GAD, and the significance of this acquisition in meeting their goals. He went on to share the plans for the renovation of the space and the proposed budget.

Mayor Pro Tem Heyward asked if the budget included any contingency for overrun. Mr. Snaddon confirmed contingency funds for unforeseen costs is included in the budget.

Councilmember Guerrero asked about the plan to increase personnel. Mr. Snaddon explained the process for addressing staffing needs and the proposed timeframe.

Mayor Gutierrez asked for a motion to approve Resolution 25-R-070.

Moved by Councilmember Tim Brown, seconded by Councilmember Mark Davis

AYE: Mayor Pro Tem Allison Heyward, Councilmember Mark Davis,
Councilmember Paul Macaluso, Councilmember Ben Guerrero,
Councilmember Robert Westbrook, Councilmember Tim Brown

NAY: Councilmember Michelle Watson

Passed

Public Hearings

7. **Ordinance 25-S-026** - Conduct a public hearing and consider amendments to Part III of the Schertz Code of Ordinance, Unified Development Code (UDC), to Article 8, Section 21.8.9 - Outdoor Display and Storage. (B.James/L.Wood/D.Marquez)

Mayor Gutierrez recognized Planner Daisy Marquez who introduced Ordinance 25-S-026, proposing amendments to Article 8, Section 21.8.9. Ms. Marquez explained that the reasons for the amendments are to create new categories for Outdoor Display and Outdoor Storage, amend definitions, clarify general requirements, and expand exceptions. The Planning and Zoning Commission held a public hearing for the item and made a recommendation of approval with amendments as shown to City Council with a unanimous vote. Staff recommends approval of Ordinance 25-S-026.

Mayor Gutierrez stated this item is on the agenda as a public hearing.

Public Hearing opened at 7:04 p.m.

No public came forward to speak.

Public Hearing closed at 7:04 p.m.

Mayor Gutierrez opened the floor to Council for discussion.

Council requested clarification on several points: the MSMU (Main Street Mixed Use) zoning; fencing requirement (chain link vs wrought iron); types of issues during pre-development meetings; and implementation for businesses like Lowe's and Home Depot. Staff provided clarifications.

Mayor Gutierrez asked for a motion to approve Ordinance 25-S-026.

Moved by Councilmember Mark Davis, seconded by Mayor Pro Tem Allison Heyward

AYE: Mayor Pro Tem Allison Heyward, Councilmember Mark Davis,
Councilmember Michelle Watson, Councilmember Paul Macaluso,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Tim Brown

Passed

8. **Ordinance 25-S-027** - Conduct a public hearing and consider a request to rezone approximately 19 acres of land from Single-Family Residential / Agricultural District (R-A) to Middle Density Residential District (R-5) known as Guadalupe County Property Identification Number 68302, and 68303, also known as 19018 Old Wiederstein Road, City of Schertz, Guadalupe County, Texas.
(B.James/L.Wood/S.Haas)

Mayor Gutierrez recognized Senior Planner Samuel Haas who introduced Ordinance 25-S-027. Per the Letter of Intent, the applicant is proposing to rezone to Middle Density Residential District to be developed into multifamily-style senior housing with a density of 7.65 dwelling units per acre. The city cannot enforce the intent, the R-5 designation allows up to 12 units per acre. On May 23, 2025, a total of 19 Public Hearing Notices were sent. There were four responses received in opposition, four responses received in favor, and no responses received that were neutral. One sign was posted on the property. The Planning and Zoning Commission met on June 4, 2025, and recommended approval with a 6-1 vote. The proposed zone change aligns with the Comprehensive Land Plan and is consistent with surrounding land uses. Additionally, no objections were received from the Schertz Fire, EMS, or Police Departments. Staff recommended approval of Ordinance 25-S-027.

Mayor Gutierrez invited the applicant to address the Council. The applicant, Thomas Group Development, and their attorney, Mr. Patrick Christensen, were present. Mr. Christensen stated this is not a tax credit project, they will be market-rate apartments for seniors. Mr. Matthew Thomas, Thomas Group Development, provided an overview of the planned development. Mr. Thomas stated that they are a 55+ developer and homebuilder, focused on age-targeted and age-restricted communities. Mr. Chris Crim, HMT Engineering, presented a preliminary traffic impact analysis and spoke to the dedicated right-of-way for the project.

Mayor Gutierrez stated this item is on the agenda as an open public hearing.

Public Hearing opened at 7:30 p.m.

The following residents spoke:

Dana Eldridge, 2628 Gallant Fox Dr., Belmont Park Subdivision, stated he had no real objection to the development, but has concerns with Old Wiederstein Road. The road needs to be fixed and accessible before adding more residents to the area.

Mark Tudyk, 18940 Old Wiederstein Rd., reiterated his point that this development is not practical for the area. No supporting infrastructure, not just Old Wiederstein, but also the utilities. Expressed his opposition to the rezoning.

Public Hearing closed at 7:34 p.m.

Mayor Gutierrez opened the floor to Council for discussion.

Councilmember Macaluso and Davis stated they see the need for this type of housing in Schertz. The greater Council discussion involved the need for improvement to Old

Wiederstein Road. Councilmembers were in agreement that improvements to Old Wiederstein need to be a priority.

Mr. Crim, HTM Engineering, presented a concept plan that included ingress/egress for the development.

Mr. James explained the needs for Old Wiederstein, and what this project is bringing to the improvements planned for the road and the cost savings of getting the right-of-way designation for the city. Most of the details associated with the infrastructure would be addressed during the platting process.

Mayor Gutierrez asked for a motion to approve Ordinance 25-S-027.

Moved by Councilmember Tim Brown, seconded by Mayor Pro Tem Allison Heyward

AYE: Mayor Pro Tem Allison Heyward, Councilmember Mark Davis, Councilmember Michelle Watson, Councilmember Paul Macaluso, Councilmember Ben Guerrero, Councilmember Robert Westbrook, Councilmember Tim Brown

Passed

9. **Ordinance 25-S-029** – Conduct a public hearing and consider a request to rezone approximately 173 acres of land from Agricultural District (AD) and Single-Family Residential / Agricultural District (R-A) to Single-Family Residential District (R-1), Single-Family Residential District (R-2), and Single-Family Residential District (R-6), known as Bexar County Property Identification Number 310012, 309425, 309427, generally located 1,000 feet to the west of Cibolo Creek on Lower Seguin Road, City of Schertz, Bexar County, Texas. (B.James/L.Wood/S.Haas)

Mayor Gutierrez recognized Senior Planner Samuel Haas who introduced Ordinance 25-S-029. Per the Letter of Intent, the applicant is proposing to rezone three tracts: 95 acres as R-1, 51 acres as R-2, and 27 acres as R-6, for a single-family subdivision with a mixture of housing types and lot sizes. On May 23, 2025, a total of 8 Public Hearing Notices were sent. There were no responses received in opposition, one response received in favor, and no responses received that were neutral. One sign was posted on the property. The Planning and Zoning Commission met on June 4, 2025, and recommended approval with a 7-0 vote. The proposed zone change aligns with the Comprehensive Land Plan and is consistent with surrounding land uses. Additionally, no objections were received from the Schertz Fire, EMS, or Police Departments. Staff recommended approval of Ordinance 25-S-029.

Mayor Gutierrez invited the applicant to address the Council. Mr. Paul Lando, MTR Engineers, representing the developer, stated that the 80' lots are expected to be slightly larger than the minimum lot sizes required in the R-1 area.

Mayor Gutierrez stated this was on the agenda as an open public hearing.

Public Hearing opened at 8:02 p.m.
No public came forward to speak.
Public Hearing closed at 8:03 p.m.

Mayor Gutierrez opened the floor to Council for discussion.

Councilmember Macaluso stated he supports projects that support a variety within residential developments.

Mayor Gutierrez asked for a motion to approve Ordinance 25-S-029.

Moved by Councilmember Michelle Watson, seconded by Councilmember Paul Macaluso

AYE: Mayor Pro Tem Allison Heyward, Councilmember Mark Davis,
Councilmember Michelle Watson, Councilmember Paul Macaluso,
Councilmember Ben Guerrero, Councilmember Robert Westbrook,
Councilmember Tim Brown

Passed

Information available in City Council Packets - NO DISCUSSION TO OCCUR

10. Monthly Update - Major Projects in Progress/CIP (B.James/K.Woodlee)
11. Quarterly Update-City Council Approved Zoning and Specific Use Permit Ordinances in relation to current development status (B.James/L.Wood/E.Delgado)

Requests and Announcements

- Requests by Mayor and Councilmembers for updates or information from Staff
No requests by Mayor or Councilmembers for updates or information from staff were made.
- Requests by Mayor and Councilmembers that items or presentations be placed on a future City Council agenda
Mayor Pro Tem Heyward requested that membership in the American Flood Coalition and a resolution announcing support for CABT, which is a coalition against bigger trucks, be added to a future agenda.
- City and Community Events attended and to be attended (Council)

Mayor Pro Tem Heyward hosted the TML Board Meeting at the Bluebonnet Palace and took the members on a tour of River Whey Creamery (Schertz); attended the Animal Advisory Committee and the TML Legislative Update.

Councilmember Westbrook attended the Northeast Partnership Mixer at Schertz Bier Garten, a mariachi concert at Steele High School, and participated in Project Flagline with the San Antonio Young Marine Detachment.

Adjournment

Mayor Gutierrez adjourned the meeting at 8:08 p.m.

Ralph Gutierrez, Mayor

ATTEST:

Sheila Edmondson, City Secretary